



**Fundy Regional  
Service Commission**

**Commission de Services  
Régionaux de Fundy**

**Regular Monthly Meeting  
June 13, 2018**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission (FRSC) held on Wednesday, June 13, 2018, at 10 Crane Mountain, Saint John.

**1. Call to Order**

The Board Chairperson, Gary Clark, called the meeting to order at 12:30pm.

**2. Record of Attendance**

**BOARD MEMBERS**

Gary Clark, Chairperson, Mayor, Quispamsis  
Glen Baxter, Vice Chairperson, Local Service District Representative  
Bette Ann Chatterton, Mayor, St. Martins  
Don Darling, Mayor, Saint John  
Grace Losier, Mayor, Grand Bay-Westfield  
Nancy Grant, Mayor, Rothesay  
Brenda Rathburn, Local Service District Representative  
Jim Bedford, Local Service District Representative  
Sandra Speight, Local Service District Representative

**OTHERS**

Marc MacLeod, Executive Director, FRSC  
Louise Lukeman, Recording Secretary, FRSC

**3. Approval of Order of Business**

**Motion:** To approve the June 13, 2018 agenda with the renumbering of adjournment to eight (8) and the addition of number seven (7) Tender 2017-06 – Supply of Clayey Material (Cell 8).

Moved: Director Grant  
Seconded: Director Rathburn  
Vote: Motion Carried

#### **4. Disclosure of Conflict of Interest**

None

#### **5. Approval of the May 28, 2018 minutes**

**Motion:** To approve the minutes of May 28 2018 as circulated.

Moved: Director Darling  
Seconded: Director Baxter  
Vote: Motion Carried

#### **6. Tender 2018-03 – Lift Station #5**

The results for Tender 2018-03, Lift Station #5 were presented.

Tenders for the above referenced tender closed on June 7, 2018. A total of two (2) tenders were received, with prices ranging from \$478,000.00 to \$504,215.75. By way of comparison, the engineer's estimate was \$650,000.

Fairville Construction Ltd. submitted the lowest bid, with all the necessary documentation in order. Fairville Construction has the necessary experience with this type of construction and it was therefore recommended that they be awarded this contract.

**Motion:** To award Tender 2018-03, Lift Station #5 to Fairville Construction for \$478,000.

Moved: Director Losier  
Seconded: Director Grant  
Vote: Motion Carried

#### **7. Line of Credit Extension – Cell #8**

At the regular Board meeting on April 23, 2018, the board passed a resolution to apply for authorization to borrow \$ 990,000 interim financing for construction of waste containment cell #8 and lift station. The following is recommended by the Executive Director to secure the short-term financing:

**Motion:** That the Fundy Regional Service Commission obtain an operating line of credit through the Canadian Imperial Bank of Commerce, in the amount of \$ 1,000,000 for the 2018 fiscal year.

Moved: Director Losier  
Seconded: Director Baxter  
Vote: Motion Carried

#### **8. Tender 2017-06, Supply of Clayey Material**

On June 11, 2018, GEMTEC was notified verbally by Lloyd Halpin of L.Halping Excavating that they wish to withdraw their bid and not sign the tender documents for this contract. Galbraith Construction was asked if they could execute the contract for Tender 2017-06 under the terms, conditions and tender prices submitted in December 2017.

As Galbraith Construction is willing to supply clay at the tendered price of \$18.90/tonne, we recommend that under these circumstances that the previous motion for Contract 2017-06 be amended and the supply of Clayey Material be awarded to Galbraith Construction Limited.

**Motion:** To award Tender 2017-06, Supply of Clayey Material to Galbraith Construction under the terms, conditions and tender prices submitted in December 2017.

Moved: Director Losier  
Seconded: Director Darling  
Vote: Motion Carried

In addition, Executive Director MacLeod mentioned to the Board, due to the bid withdrawal by Halping Excavating, there may be a possibility to recover the bid bond value and costs associated with engineering and operations.

**Motion:** To authorize Executive Director MacLeod to pursue the option for the bid bond and other costs as merited.

Moved: Director Darling  
Seconded: Director Chatteron  
Vote: Motion Carried

#### **9. Motion to Adjourn**

Chairperson Clark called for a motion to adjourn.

**Motion:** To adjourn the meeting at 12:45 pm.

Moved: Director Losier  
Seconded: Director Darling  
Vote: Motion Carried

APPROVED (date) August 27, 2018

  
Gary Clark, Chairperson

  
Louise Lukeman, Recording Secretary